

**National Materials Program
Pilot Project Chairs Teleconference Meeting
July 16, 2003
10:30 AM - 12:00 PM**

Agenda

1. General Discussion
2. Upcoming NMP Presentations at OAS Meeting
3. Progress Report of Each Pilot Project
 - Pilot #1
 - Pilot #2
 - Pilot #3
 - Pilot #4
 - Pilot #5
4. Implementation Plan
 - Revisions and Updating
 - Documenting staff time
5. Success Measures in SECY-02-0074

Notes from Meeting

Start Time: 10:30 AM EST.

Attendees: Kevin Hsueh, Shawn Smith, Ruth McBurney, Jan Endahl, Mike Markley,
Tom Young, Bob Gallagher

1. General Discussion

The use of Alliance terms “Administrative Core” and “Decision Makers” was discussed. Some Chairs supported it but some expressed concerns about potential confusion this may cause since the application of the concept is currently being developed by Pilot 1. Further consideration and discussion are needed before any action is taken.

OAS, CRCPD Chairs, NMSS and STP Directors have concurred in the charter and Work Product Plan (WPP) for pilot 5. Some of them have concurred in the charters and WPPs for Pilots 1, 2 and 3. Kevin will follow up to make sure that all the pilots have received concurrence and/or comments on their charters and WPPs after concurrence requests are made.

As soon as the pilots receive concurrence on their WPPs, the WPPs will be posted on the NMP web site. The current charters and implementation plan posted on the NMP web site will be reviewed and updated to reflect changes made over the last several months. In addition, Shawn will continue to work on finalizing the meeting notes from previous Pilot Project Chairs conference calls (4/16, 5/21 and 6/16). Meeting notes from the conference calls will continue to be posted on the NMP web site.

The need for public meetings to solicit stakeholders’ input was discussed. Some Chairs expressed their preference to have public meetings prior to completion of the pilot projects but some expressed that public meetings may not be needed. The Pilot Project Chairs may consider seeking guidance from OAS, CRCPD Chairs, and STP and NMSS Directors.

2. Upcoming NMP Presentation at OAS Meeting

Pilot 1 will host a one hour and 45 minute workshop on October 14 to have an interactive discussion with stakeholders on establishing priorities for integrating the NMP pilots.

On October 15, there will be a panel discussion on the status of the NMP Pilot Projects. Each Chair or designee, if present at the OAS meeting, is expected to have approximately five minutes to present the status of the individual Pilot Project. It was noted that Pilots 2 and 5 may not have representatives attending the meeting.

Conference call participants discussed having a joint poster session at OAS meeting. Pilot 3 plans to conduct a survey and will participate in a poster session if supported by all the other pilots. Pilots 1 and 5 were considering having the poster session. It was

suggested that a poster session temporarily named "status of NMP Pilot Projects" be used as a place holder before a final decision is made.

3. Progress Report of Each Pilot Project

-Pilot #1

The Working Group (WG) received comments from STP on the charter and WPPs. Shawn and Ruth plan to have a conference call with the STP Director to resolve issues. The WG is in the process of seeking input from regulators including NRC and States on a list of regulatory needs. The due date for soliciting input as stated in the June 19 letter to both Agreement and non-Agreement States is July 21. The WG will continue to discuss criteria and matrix used to establish priorities in the upcoming conference calls. The goal is to have a draft prioritization package by August 11.

-Pilot #2

Jan indicated that the WG is finalizing its first work product that formalizes the criteria and process for reviewing a new application from a State or an organization wanting recognition as a certifying entities, or for reviewing program changes from existing certifying entities. The WG will meet July 28-30 to develop plans for producing the second work product, which will be an evaluation of the application of the criteria and process on a volunteer program. The WG plans to complete these activities by the end of December.

-Pilot #3

The WG conducted by-weekly conference calls to discuss findings on review of regulatory guidance for evaluating operating experience. The WG continues to interact with State and NRC staff associated with operating experience evaluation to identify gaps and opportunity for improvement. Mike noted that a working group member from the NRC Region II office was reassigned to work in other program areas. He expected a replacement from the NRC Region I office. In addition, he indicated that the WG is considering work already being performed by a university under contract to an Agreement State and that he will provide an update on the status of this effort in the upcoming conference call.

-Pilot #4

Due to a nuclear power plant drill, Kathy was not able to participate in the conference call. Based on her conversation with Kevin prior to the conference call, she indicated that she continues to search the appropriate licensing and inspection guidance to be developed under this Pilot Project.

-Pilot #5

Tom indicated that a writing team meeting was scheduled from 7/14 to 7/18 to resolve comments, and prepare a draft final version of IMC 2800 and its associated documents. The writing team plans to complete its work products by mid August. All the comments

received on the team's products are expected to be addressed and reflected in the final versions of the work products by the end of September.

4. Implementation Plan

Changes on the implementation plan were discussed. Chairs will provide comments, if any, to Kevin within a week. Chairs are requested to provide State staff time spent on the WG projects on a monthly basis. Kevin will update NRC staff time based on information collected from the time and labor codes.

5. Success Measures in SECY-02-0074

Due to the time constraint, this item was not discussed. However, Shawn provided a check list on the success measures which Pilot 1 plans to address. Pilots 2, 3 and 5 will provide the information at a later time. This item will continue to be listed in the upcoming conference call agenda.